



DEFENSE LOGISTICS AGENCY
THE DEFENSE CONTRACT MANAGEMENT COMMAND
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FT. BELVOIR, VIRGINIA 22060-6221

IN REPLY
REFER TO

DCMC-AB

August 27, 1999

**MEMORANDUM FOR COMMANDERS, DEFENSE CONTRACT MANAGEMENT
DISTRICTS**

SUBJECT: Cancellation of Administrative Contracting Officer (ACO) Modification Module
Reporting Requirements

All requirements for reporting on the use of the ACO Modification Module are hereby cancelled. We sincerely appreciate the diligence with which Contract Administration Offices and District staffs have been collecting and reporting the information. We know that the data collection effort involved was very labor intensive, but the Command urgently needed the information to report its progress in meeting the goals set by Management Reform Memorandum (MRM) #2, Making DoD Contracting Processes Paper-free by January 1, 2000. However, it is now apparent that the ACO Modification Module has achieved a stable level of performance, and that level exceeds MRM #2's goals with respect to ACO modifications. Accordingly, we are shifting our monitoring of the ACO Modification Module's use and performance to a mode of occasional "spot checks" using data queries to the Shared Data Warehouse and the Electronic Document Access Web site.

Please pass on our profound appreciation and gratitude to all of your personnel who have done so much to make the ACO Modification Module the DoD Paperless Contracting success story that it is.

A handwritten signature in black ink, appearing to read "Michael R. Williams", is written over the typed name and title.

MICHAEL R. WILLIAMS
DCMC Information Officer



DEFENSE LOGISTICS AGENCY
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DEFENSE CONTRACT MANAGEMENT DISTRICT EAST
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BOSTON, MA 0221 0-21 84

AUG 09 1999

IN REPLY
REFER TO: DCMDE-OOF

MEMORANDUM FOR MR. MICHAEL WILLIAMS, DCMC-CIO

SUBJECT: Canceling the ACO Modification Module (AMM) Reporting Requirement

A commitment was made by Major General Malishenko to Dr. Hamre that 90% of all ACO modifications would be published on the World Wide Web by May 31, 1998. The current reporting requirement was established to monitor the usage of the AMM and SF30 Free Form Modifications by DCMC Contract Administration Office (CAO) personnel. The AMM is the predominant method, with Free Form Modifications used as a supplement to the process to publish the SF30 document to EDA.

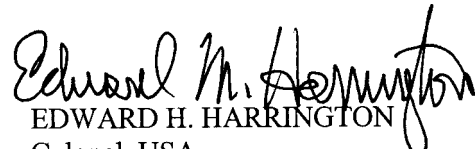
DCMDE requests relief from this reporting requirement. Due to numerous infrastructure problems, this report no longer is a true measure of the CAOs commitment to posting ACO Mods to EDA. These problems are also beyond the control of the user in the field. The infrastructure problems are being worked by USI, DISA, the Columbus Mega Center, and DITC (formerly DSDC).

The monthly reporting involves a resource intensive, manual data collection effort and further manual documentation to spreadsheets which are then rolled together to provide a percentage. With the ongoing problems, the validity of the monthly numbers is in question. I believe our CAO personnel have shown they are committed to utilizing the paperless method of posting mods to EDA. The time spent by the CAOs on gathering and compiling these numbers could be channeled to other areas needing their attention where it would have a more beneficial impact.

To assure that users continue utilization of AMM, it is recommended the Districts be authorized to track usage of the AMM internally. This can be accomplished by running an SDW query to capture the number of ACO Mods being processed, and comparing it to an Oracle Database query for the number of ACO Mods being processed through the AMM. While this method is not as precise as manual reporting, it gives us a valid tool to monitor general usage of the methods available to route modifications to EDA. Utilizing this method, we will perform a trend analysis of each CAO. If an inconsistency is identified, we will address it with that particular CAO.



If you have any questions, my POC for the AMM effort is Mrs. Izzie Mooney, DCMDE-OOF, 617-753-3363 or email: imooney@dcmde.dla.mil.


EDWARD H. HARRINGTON
Colonel, USA
Commander

cc: DCMDW-D